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PART--I-- Orders and Notifications by the Government of Tripura, The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA
REVENUE DEPARTMENT

F. 4(1)RCC/2026 Dated, 18/02/2026

NOTIFICATION

In exercise of the powers conferred by section 4 of the Tripura Guaranteed Services to Citizens Act, 2020 the Government of Tripura hereby notifies the details containing (1) list of services (2) Designated Officer (3) Stipulated time for designated officer for delivering the service (4) Competent Officer etc. under Commissioner of Excise Department as per format and schedule as appended to the Tripura Guaranteed Services to Citizens Rules,2020.

Sl No	List of Services	Designated Officer	Stipulated time for designated officer	Competent Officer	Stipulated time for Competent officer	Appellate Authority	Stipulated time for Appellate Authority	Name of the Department
1	2	3	4	5	6	7	8	9
1	License for FL/CL (Warehouse Level)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	Commissioner of Excise.
2	Transport Pass (Warehouse)	Officer-in-charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
3	Inspection (Warehouse Level)	Officer-in-charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
4	NEC / Short Supply Certificate (Warehouse Level)	Officer-in-charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
5	Import Permit for package liquor (Warehouse Level)	Commissioner of Excise	10 days (from the date of payment received)	Addl. Secretary	10 days	Secretary	30 days	
6	Import Permit for Bulk Spirit (ENA) (Distillery Level)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
7	Export Order / Permit (Distillery Level)	Supdt. Of Excise/ADM & Collector	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
8	Export Pass (Distillery Level)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
9	NEC / Short Supply Certificate (Distillery Level)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	

10	Inspection (Distillery Level)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	Commissioner of Excise.
11	Letter of Intent (LoI) (Distillery Level –FL)	Collector of Excise	10 days (from the date of Govt. approval)	Commissioner of Excise	10 days	Secretary	30 days	
12	License (Distillery Level –FL)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	
13	Letter of Intent (LoI) (Distillery Level –CL)	Commissioner of Excise	10 days (from the date of Govt. approval)	Addl. Secretary	10 days	Secretary	30 days	
14	License (Distillery Level –CL)	Commissioner of Excise	10 days (from the date of license fee received)	Addl. Secretary	10 days	Secretary	30 days	
15	License for Retail FL/CL (Retail FL/CL Level)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	
16	Transport Permit (Retail FL/CL Level)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
17	Inspection (Retail FL/CL Level)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
18	License for Retail / Wholesale (Denatured Spirit)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	
19	Import Permit for Bulk Spirit (Denatured Spirit)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
20	Transport Permit(Denatured Spirit)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
21	Transport Pass(Denatured Spirit)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
22	Inspection (Denatured Spirit)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
23	License (Canteen Tenant System)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	

24	Import Permit for IMFL/Beer (Canteen Tenant System)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	Commissioner of Excise.
25	Inspection (Canteen Tenant System)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
26	License (Bar)	Collector of Excise	10 days (from the date of license fee received)	Commissioner of Excise	10 days	Secretary	30 days	
27	Transport Permit(Bar)	Supdt. Of Excise/ADM & Collector	10 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
28	Inspection(Bar)	Officer-in-Charge	7 days	Collector of Excise	7 days	Commissioner of Excise	30 days	
29	Registration of Brand Label & Capsule(Brand/Label Registration)	Commissioner of Excise	10 days (from the date of payment received)	Addl. Secretary	10 days	Secretary	30 days	

2. This will come into force the date of its publication in the official Gazette of Tripura.

3. The is issued in cancellation of earlier Notification No. 5 vide No. 04(1) RCC/2020/Part-III dated 24.12.2020.

By order and in the name of
Governor of Tripura

12/3/26

(Dr.Milind Ramteke)
Secretary to the
Government of Tripura.